

ACCREDITATION STATUS CRITERIA REFERENCE GUIDE

Determining Accreditation Status: Revised ARM 10.55.606, effective July 1, 2013

There are four Levels for assurance standards and student performance standards used to determine accreditation status, as described in the ARM 10.55.606 (2013). The highest Level is 1 and the lowest Level is 4.

Regular Accreditation: At least Level 1 for all assurance standards and Level 1 or 2 for student performance standards; or at least Level 1 or 2 for assurance standards and all Level 1 for student performance standards. Schools have three years to remedy the Level 2 deviation(s).

Regular with Minor Deviation: Level 2 in any category in both sets of standards.

Advice: Level 3 in any category in either set of standards.

Deficiency: Level 4 in any category in either set of standards.

Assurance Standards

Policy Area	Policy Reference	Citation	Level 1	Level 2	Level 3	Level 4	Intensive Assistance
			Years with This Deviation				
General	ARM 10.55.601	School did not submit required report(s).				1	
General	ARM 10.55.601	School submitted incomplete or inaccurate report(s).			1	2	
Variances	ARM 10.55.604	Approved variance(s) is not followed.			1	2	
Licensure		More than 5 percent of school's total licensed staff are misassigned.				1	
Licensure	ARM 10.55.702, 703, 708	Nonlicensed teacher/administrator is employed.				1-2	
Licensure	ARM 10.55.702,703	Administrator is not appropriately endorsed or not enrolled in an approved internship (ARM 10.55.602)			1	2	
School Leadership	ARM 10.55.704	School does not employ, as required by ARM 10.55.704, a District Superintendent.			1	2	
Licensure	ARM 10.55.708	Teacher is not assigned at the level(s) and/or in the subject(s) for which license is endorsed. Must be remedied in the year it occurs.			1	2	
School Program	ARM 10.55.704, 705	School does not have the required minimum number administrative FTE.		1	2	3	
School Program	ARM 10.55.709	Library services/school counseling services are not provided.			1	2	
School Program	ARM 10.55.709, 710	School counselor or librarian is not endorsed or not enrolled in an approved internship (ARM 10.55.602)			1	2	
School Program	ARM 10.55.709, 710	School does not provide minimum FTE in library/school counseling program(s).		1	2	3	
Class Size	ARM 10.55.712-713	School exceeds maximum class size.		1	2	3	
School Program	ARM 10.55.901, 902, 904	School does not offer basic educational program(s).			1	2	
School Facilities	ARM 10.55.908	Facilities create safety and health hazards and inadequate learning conditions. Must be remedied immediately.			1	2	
School Facilities	ARM 10.55.908	Facilities have been cited for violation of uniform fire code by the state fire marshal or local fire department. Must be remedied immediately.			1	2	

Student Performance Standards

	Level 1	Level 2	Level 3	Level 4
Reading	300 - 250	249 - 220	219 - 210	209 - 200
Mathematics	300 - 250	249 - 220	219 - 210	209 - 200
Science	300 - 250	249 - 220	219 - 210	209 - 200
HS Graduation Rate	100.0% - 75.0%	74.9% - 60.0%	59.9% - 55.0%	54.9% - 0.0%



Accreditation Status of Schools Using Assurance and Student Performance Standards - High School Examples

Example High School A

Assurance Standards	Student Performance Standards	Accreditation Status
ARM 10.55.702-705 Administration	Reading - 255	Regular Level 1 for all assurance standards and Level 1 or 2 for student performance standards; or- Level 1 or 2 for assurance standards and all Level 1 for student performance standards.
ARM 10.55.707 Licensed teacher/ Specialist	Mathematics - 260	
ARM 10.55.708 Teacher Assignment	Science - 220	
ARM 10.55.709 Library Services	HS Graduation - 62%	
ARM 10.55.710 Counseling Services		Schools have 3 years of Regular accreditation during which they will remedy deviations.
ARM 10.55.712-713 Class size		
ARM 10.55.901-904 Educational Program		

Example High School B

Assurance Standards	Student Performance Standards	Accreditation Status
ARM 10.55.702-705 Administration	Reading - 255	Regular <i>Level 1 for all assurance standards and Level 1 or 2 for student performance standards; or- Level 1 or 2 for assurance standards and all Level 1 for student performance standards.</i> <i>Schools have 3 years of Regular accreditation during which they will remedy deviations.</i>
ARM 10.55.707 Licensed teacher/ Specialist	Mathematics - 260	
ARM 10.55.708 Teacher Assignment	Science - 275	
ARM 10.55.709 Library FTE	HS Graduation -94%	
ARM 10.55.710 Counseling Services		
ARM 10.55.712-713 Class size		
ARM 10.55.901-904 Educational Program		


Example High School C

Assurance Standards	Student Performance Standards	Accreditation Status
ARM 10.55.702-705 Administration	Reading - 255	Regular with Minor Deviations <i>Level 2 in any category in both sets of standards.</i>
ARM 10.55.707 Licensed teacher/Specialist	Mathematics - 235	
ARM 10.55.708 Teacher Assignment	Science - 230	
ARM 10.55.709 Library Services	HS Graduation -70%	
ARM 10.55.710 Counseling FTE		
ARM 10.55.712-713 Class size		
AARM 10.55.901-904 Educational Program		

Example High School D

Assurance Standards	Student Performance Standards	Accreditation Status
ARM 10.55.702-705 Administration	Reading - 255	Advice <i>Level 3 in any category in either set of standards.</i>
ARM 10.55.707 Licensed teacher/ Specialist	Mathematics - 215	
ARM 10.55.708 Teacher Assignment	Science - 220	
ARM 10.55.709 Library Services	HS Graduation -80%	
ARM 10.55.710 Counseling Services		
ARM 10.55.712-713 Class size		
ARM 10.55.901-904 Educational Program		

Example High School E

Assurance Standards	Student Performance Standards	Accreditation Status
ARM 10.55.702-705 Administration	Reading - 255	Deficiency <i>Level 4 in any category in either set of standards.</i> <i>July 2013</i>  Montana Office of Public Instruction Denise Juneau, State Superintendent opi.mt.gov
ARM 10.55.707 Licensed teacher/ Specialist	Mathematics - 260	
ARM 10.55.708 Teacher Assignment	Science - 205	
ARM 10.55.709 Library Services	HS Graduation -78 s%	
ARM 10.55.710 Counseling Services		
ARM 10.55.712-713 Class size		
ARM 10.55.901-904 Educational Program		

Accreditation Status of Schools Using Assurance and Student Performance Standards - Elementary Examples

Example Elementary A

Assurance Standards	Student Performance Standards	Accreditation Status
ARM 10.55.702-705 Administration	Average Reading - 245	Regular Level 1 for all assurance standards and Level 1 or 2 for student performance standards; or- Level 1 or 2 for assurance standards and all Level 1 for student performance standards. Schools have 3 years of Regular accreditation during which they will remedy deviations.
ARM 10.55.707 Licensed teacher/ Specialist	Average Mathematics - 260	
ARM 10.55.708 Teacher Assignment	Average Science - 220	
ARM 10.55.709 Library Services		
ARM 10.55.710 Counseling Services		
ARM 10.55.712-713 Class size		
ARM 10.55.901-904 Educational Program		

Example Elementary B

Assurance Standards	Student Performance Standards	Accreditation Status
ARM 10.55.702-705 Administration	Average Reading - 255	Regular Level 1 for all assurance standards and Level 1 or 2 for student performance standards; or- Level 1 or 2 for assurance standards and all Level 1 for student performance standards. Schools have 3 years of Regular accreditation during which they will remedy deviations.
ARM 10.55.707 Licensed teacher/ Specialist	Average Mathematics - 260	
ARM 10.55.708 Teacher Assignment	Average Science - 275	
ARM 10.55.709 Library FTE		
ARM 10.55.710 Counseling Services		
ARM 10.55.712-713 Class size		
ARM 10.55.901-904 Educational Program		


Example Elementary C

Assurance Standards	Student Performance Standards	Accreditation Status
ARM 10.55.702-705 Administration	Average Reading - 255	Regular with Minor Deviations Level 2 in any category in both sets of standards.
ARM 10.55.707 Licensed teacher/ Specialist	Average Mathematics - 235	
ARM 10.55.708 Teacher Assignment	Average Science - 230	
ARM 10.55.709 Library Services		
ARM 10.55.710 Counseling FTE		
ARM 10.55.712-713 Class size		
ARM 10.55.901-904 Educational Program		

Example Elementary D

Assurance Standards	Student Performance Standards	Accreditation Status
ARM 10.55.702-705 Administration	Average Reading - 255	Advice Level 3 in any category in either set of standards.
ARM 10.55.707 Licensed teacher/ Specialist	Average Mathematics - 260	
ARM 10.55.708 Teacher Assignment	Average Science - 220	
ARM 10.55.709 Library Services		
ARM 10.55.710 Counseling FTE		
ARM 10.55.712-713 Class size		
ARM 10.55.901-904 Educational Program		

Example Elementary E

Assurance Standards	Student Performance Standards	Accreditation Status
ARM 10.55.702-705 Administration	Average Reading - 255	Deficiency Level 4 in any category in either set of standards. July 2013  Montana Office of Public Instruction Denise Juneau, State Superintendent opi.mt.gov
ARM 10.55.707 Licensed teacher/ Specialist	Average Mathematics - 260	
ARM 10.55.708 Teacher Assignment	Average Science - 265	
ARM 10.55.709 Library Services		
ARM 10.55.710 Counseling Services		
ARM 10.55.712-713 Class size		
ARM 10.55.901-904 Educational Program		

ANNUAL ACCREDITATION PROCESS CALENDAR

The timeline below represents the planned schedule for the basic accreditation process.

March

- First Monday in March, applications for a variance to standards to take effect at the beginning of the academic year are due in writing to the Superintendent of Public Instruction.

March Board of Public Education (BPE) Meeting

- The Superintendent of Public Instruction makes final recommendations to the BPE for the final accreditation status for all schools. Board action is taken on these recommendations.
- The Superintendent of Public Instruction makes recommendations to move schools to the intensive assistance process due to continuing or serious deviations. Board action is taken on these recommendations.
- The Office of Public Instruction(OPI) notifies schools of action taken on any recommendations to move a school to the intensive assistance process due to continuing or serious deviations.
- The OPI notifies schools of accreditation status and requirements for submitting applicable Corrective Plans by June 1.

May

- The OPI mails a reminder letter to districts that have not submitted the required Corrective Plan due by June 1 as determined by the annual status determination.
- BPE takes action on variances to standards applications that will take effect at the beginning of the school year.

June

- **Corrective Plans due June 1.**
- The OPI contacts districts that have not submitted the required Corrective Plan due June 1 as determined by the annual status determination. Schools failing to submit a required Corrective Plan will automatically be placed in Deficiency accreditation status for the following year.
- **The OPI reviews Corrective Plans.**

July

- An application for variance to standards to take effect the second semester of the academic year is due in writing to the Superintendent of Public Instruction no later than the first Monday in July.
- **July Board of Public Education (BPE) meeting**
- The Superintendent of Public Instruction makes recommendations to approve/disapprove the Corrective Plans. The BPE takes action on these recommendations. Any plan that is disapproved must be resubmitted prior to the start of the school year.

August

- Online technical assistance for the Annual Data Collection (ADC) available.

September

- Schools are informed that the ADC application is open.
- Regional workshops are held around the state as needed to review ADC submission requirements and procedures.
- BPE takes action on variances to standards that will take effect at the beginning of second semester.

October

- The ADC is electronically submitted to the OPI. The Preliminary Accreditation Report is available to the school and/or district through the ADC application. This report provides preliminary determinations of deviations from the accreditation standards.
- Class schedules for high school and grades 7-8 funded at high school rates are sent by mail to the OPI by schools and districts.

December 1

- Schools and districts need to have submitted any corrections or clarifications concerning deviations identified on the Preliminary Accreditation Report particularly regarding the Quality Educator payment information.
- Schools that: (1) do not submit a completed ADC by this date; or (2) continue to employ non-licensed staff by this date, will be recommended for DEFICIENCY accreditation status for the current year.
- The OPI staff meets with the state superintendent to recommend moving schools to the intensive assistance process due to continuing or serious deviations.
- The OPI staff conducts quality checks on ADC data submitted, reviews any other pertinent information, and prepares accreditation recommendations for the state superintendent

The Superintendent of Public Instruction will provide needed updates and recommendations for schools in the intensive assistance process. Due to the nature of the process these updates and recommendations could be necessary at any given BPE meeting.

Licensure Endorsement Requirements Related to Teaching Assignments

	If you are teaching this subject:	You must have this endorsement:						
Subject Area Code		Previous endorsement	Class 1 or 2 (or 5)	Class 3	Class 4	Class 6	Class 7	Class 8
00	Elementary (K-8)	00	00E ELE					
	PSC Early Childhood	00A	00E ECE					
	PSC Gifted and Talented	00B	00E GNT					
01	English, Language and Literature	20	01S ENG					
	Journalism	23	01S JOU, 01S ENG					
	Speech Communications	21, 25	01S SPE, 01S ENG					
	Humanities	20	01S ENG					
02	Mathematics	40	02S MAT					
03	Life and Physical Sciences							
	Biology	55, 52	03S BIO, 03S BF					
	Physics	53, 53 1	03S PHY, 03S BF, 03S PSC					
	Physical Science	51	03S PSC, 03S CHE, 03S PHY, 03S BF					
	Chemistry	54	03S CHE, 03S BF					
	Earth Science	56, 50 1	03S EAR, 03S BF					
	Geology	67 06	03S GEO, 03S BF					
	Environmental Education	67 04	03S ENV, 03S BF					

Licensure Endorsement Requirements Related to Teaching Assignments

	If you are teaching this subject:	You must have this endorsement:						
Subject Area Code		Previous endorsement	Class 1 or 2 (or 5)	Class 3	Class 4	Class 6	Class 7	Class 8
04	Social Sciences and History							
	History	11, 17	04S HIS, 04S BF					
	Economics	12, 16	04S ECO, 04S BF					
	Sociology	13, 16	04S SOC, 04S BF					
	Geography	14	04S GEO, 04S BF					
	Political Science	15, 17	04S POL, 04S BF					
	Psychology	96	04S PSY, 04S BF					
	Anthropology	67 07	04S ANT (Not currently issued)					
	Native American Studies 5-12	67 05	04S NAS (Not currently issued)					
	Native American Studies K-12	67 05	04A NAS (Not currently issued)					
	Native American Studies K-8	67 05	04E NAS (Not currently issued)					
	Humanities	67 01	04S HUM					

Licensure Endorsement Requirements Related to Teaching Assignments

	If you are teaching this subject:	You must have this endorsement:						
Subject Area Code		Previous endorsement	Class 1 or 2 (or 5)	Class 3	Class 4	Class 6	Class 7	Class 8
05	Fine and Performing Arts							
	Art K-8	84	05E ART					
	Art 5-12	84	05S ART					
	Art K-12	83	05A ART					
	Music K-8	82	05E MUS					
	Music 5-12	82	05S MUS					
	Music K-12	81	05A MUS					
	Drama	22, 25	05S DRA, 01S ENG					
06	Foreign (World) Language and Literature							
	French K-8	31	06E FRE					
	French 5-12	31	06S FRE					
	French K-12	43	06A FRE					
	Spanish K-8	32	06E SPA					
	Spanish 5-12	32	06S SPA					
	Spanish K-12	44	06A SPA					
	German K-8	33	06E GER					
	German 5-12	33	06S GER					
	German K-12	45	06A GER					
	Russian K-8	34	06E RUS					
	Russian 5-12	34	06S RUS					
	Russian K-12	46	06A RUS					
	Latin K-8	35	06E LAT					
	Latin 5-12	35	06S LAT					
	Latin K-12	47	06A LAT					
	Mandarin Chinese K-8		06E CHI					

Licensure Endorsement Requirements Related to Teaching Assignments

	If you are teaching this subject:	You must have this endorsement:						
Subject Area Code		Previous endorsement	Class 1 or 2 (or 5)	Class 3	Class 4	Class 6	Class 7	Class 8
	Mandarin Chinese 5-12		06S CHI					
	Mandarin Chinese K-12	48	06A CHI					
	Arabic K-8		06E ARA					
	Arabic 5-12		06S ARA					
	Arabic K-12	48 1	06A ARA					
	Italian K-8	35 1	06E ITA					
	Italian 5-12	35 1	06S ITA					
	Italian K-12	49	06A ITA					
	Irish K-8		06E IRI					
	Irish 5-12		06S IRI					
	Irish K-12		06A IRI					
	Japanese K-8		06E JAP					
	Japanese 5-12		06S JAP					
	Japanese K-12	48 2	06A JAP					
06Z	Native American Language							
	Assiniboine	38 11, 38 62					06Z ASB	
	Sioux	38 12					06Z SIO	
	Dakota	38 13					06Z DAK	
	Blackfeet	38 21					06Z BLA	
	Chippewa	38 31					06Z CHI	
	Cree	38 32					06Z CRE	
	Salish	38 41					06Z SAL	
	Kootenia	38 42					06Z KOO	
	Crow	38 51					06Z CRO	
	Gros Ventre	38 61					06Z GV	

Licensure Endorsement Requirements Related to Teaching Assignments

	If you are teaching this subject:	You must have this endorsement:						
Subject Area Code		Previous endorsement	Class 1 or 2 (or 5)	Class 3	Class 4	Class 6	Class 7	Class 8
	Little Shell	38 71					06Z LS	
	Cheyenne	38 81					06Z CHE	
	English as a Second Language K-8	42 1	06E ESL					
	English as a Second Language 5-12	42 1	06S ESL					
	English as a Second Language K-12	42	06A ESL					
08	Physical, Health, Safety Education							
	(PE and H) Health Enhancement K-8	92	08E HE					
	(PE and H) Health Enhancement 5-12	92	08S HE					
	(PE and H) Health Enhancement K-12	91	08A HE					
	Health K-8	93	08E HEA					
	Health 5-12	93	08S HEA					
	Health K-12	93	08A HEA					
	P.E. K-8	67 09	08E PE					
	P.E. 5-12	67 09	08S PE					
	P.E K-12	67 09	08A PE					
10	Computer and Information Sciences	41	10S CIS					
11	Communications and Audio/Visual Technology							
	Videography	66 203,65 66			11S VID			
	Technical Theater	66 202, 65 65			11S THA			
	Broadcasting	65 67			11S BRO			
	Graphic Arts	65 52, 66 201			11S GRA			
	Photography	65 53			11S PHO			
	Visual Communications	65 68			11S VIS			
	Technology Literacy							
	Technology for Classroom and Personal Use		Any endorsement at the proper level					

Licensure Endorsement Requirements Related to Teaching Assignments

	If you are teaching this subject:	You must have this endorsement:						
Subject Area Code		Previous endorsement	Class 1 or 2 (or 5)	Class 3	Class 4	Class 6	Class 7	Class 8
12	Business Education							
	Computer and Information Sciences 5-12	72	12S CS					
	Marketing Education 5-12	72, 64	12S MAR					
	Business Education (Broadfield) 5-12	72	12S BUS					
	Computer Information Systems	65 49, 65 510, 66 301			12S CIS			
	Office Occupations	65 51	12S OFF					
	General Computer Applications		10S CIS, 12S CS, 12S BUS					
	Business Computer Applications		12S BUS					
13	Manufacturing		13S MAN					
	Industrial Arts (62)(Machines, Metals, Welding)	62, 67 08	13S IA					
	Industrial Technology Education (68)	68	13S ITE					
	Industrial Mechanics (66)	65 05, 66 510	13S IM					
	Machining	65 58, 65 581, 66 511			13S MCH			
	Metals	65 40, 65 41, 66 512			13S MET			
	Welding	65 02, 65 021, 66 514			13S WLD			
14	Health Science Education							
	Health Professions -Therapeutics	66 402			14S HPT			
	Health Professions -Diagnostics	66 403			14S HPD			
	Health Professions - Support Services	66 404			14S HPS			
	Health Professions - Informatics	66 405			14S HPI			

Licensure Endorsement Requirements Related to Teaching Assignments

	If you are teaching this subject:	You must have this endorsement:						
Subject Area Code		Previous endorsement	Class 1 or 2 (or 5)	Class 3	Class 4	Class 6	Class 7	Class 8
	Health Professions - Biotechnology	66 406			14S HPB			
17	Architecture and Construction							
	Electronics	65 10, 65 101, 66 508			17S ELC			
	Building Maintenance	65 202, 65 203, 66 504			17S BM			
	Building Trades	65 20, 66 505			17S BT			
	Drafting	65 50, 65 56, 66 507			17S DRF			
	Carpentry	65 21			17S CAR			
	Masonry	65 202			17S MAS			
	Construction Engineering	65 55			17S CON			
	Cabinet Making	65 51			17S CAB			
	Woodworking	65 62			17S WOO			
	Residential and Commercial Painting	65 63			17S PAI			
18	Agriculture, Food and Natural Resources	61	18S AG					
	Agriculture Business	65 13, 66 101			18S AB			
	Agriculture Mechanics	65 12, 66 102			18S AM			
	Livestock Production	65 14, 66 104			18S LP			
	Plant Science	65 15, 66 105			18S PS			
	Horticulture	65 11, 66 103			18S AH			
	Forestry	66 106	18S FO					
	Natural Resources	65 111	18S NR					
20	Transportation							
	Auto Body	65 04, 66 501			20S ATB			
	Automotive Technology	65 01, 65 03,			20S ATT			

Licensure Endorsement Requirements Related to Teaching Assignments

	If you are teaching this subject:	You must have this endorsement:						
Subject Area Code		Previous endorsement	Class 1 or 2 (or 5)	Class 3	Class 4	Class 6	Class 7	Class 8
		65 07, 66 502, 67 01, 67 11						
	Aviation	65 531, 66 503			20S AV			
	Diesel Mechanics	65 59, 66 506			20S DM			
	Heavy Equipment Operator	65 08, 65 09, 65 091, 65 509			20S HEO			
	Heavy Equipment Mechanic	65 64			20S HEM			
	Small Engines	65 06, 66 513			20S SE			
	Hydraulics	65 60, 66 515			20S HYD			
23	Family and Consumer Sciences	63	23S FCS					
	Culinary Arts	65 30, 65 31, 66 302			23S CA			
30	School Administrators							
	Principal K-8	01		30E PRI				
	Principal 5-12	02, 08		30S PRI				
	Principal K-12	015		30A PRI				
	Superintendent K-12	03		30A SUP				
	Supervisor K-12 Art	07		30A ART				
	Supervisor K-12 HPE	07		30A HPE				
	Supervisor K-12 Library	07		30A LIB				
	Supervisor K-12 Music	07		30A MUS				
	Supervisor 5-12 CTE	07		30S CTE				

Licensure Endorsement Requirements Related to Teaching Assignments

	If you are teaching this subject:	You must have this endorsement:						
Subject Area Code		Previous endorsement	Class 1 or 2 (or 5)	Class 3	Class 4	Class 6	Class 7	Class 8
	District Program Coordinator (including evaluation duties)			30S PRI or 30A PRI				
	District Activities Coordinator (including evaluation duties)			30S PRI or 30A PRI				
	School Level Program Coordinator (requires appropriate level license)		Any endorsement					
31	Support Services							
	School Counselor K-12	94, 97, 97 2	31A CO1					
	School Counselor K-12	94, 97, 97 1				31A CO6		
	School Psychologist	09	31A PSY			31A PSY		
	Traffic Education	99, 67 09	31A TRE					
	Library K-8	24	31E LIB					
	Library 5-12	24	31S LIB					
	Library K-12	26	31A LIB					
	Reading K-8	27 1	31E REA					
	Reading 5-12	27 1	31S REA					
	Reading K-12	27	31A REA					
32	Special Education							
	Special Education K-8	95	32E SPE					
	Special Education 5-12	95	32S SPE					
	Special Education PK-12	98	32A SPE					

Licensure Endorsement Requirements Related to Teaching Assignments

	If you are teaching this subject:	You must have this endorsement:						
Subject Area Code		Previous endorsement	Class 1 or 2 (or 5)	Class 3	Class 4	Class 6	Class 7	Class 8
	NOTE: Special Education teachers are required to have the appropriate level SPED endorsement AND an endorsement for the CONTENT they teach if they are the sole providers.							
33	Dual Credit 5-12							
	Dual Credit Anthropology	86 1						33S DCANT
	Dual Credit Interpersonal Communications	86 2						33S DCINT
	Dual Credit Medical Ethics	86 3						33S DCMED
	Dual Credit Business Communications	86 4						33S DCBUS
	Dual Credit Human Services	86 5						33S DCHUM
	Dual Credit Accounting	86 6						33S DCACC
	Dual Credit Only Health							33S DCHLTH
	Dual Credit Criminal Only Justice							33S DCCJ

Licensure Endorsement Codes

NCES Subject Area Code	NCES Subject Area Description	New OPI Endorsement Code Classes 1, 2, 3, 5 6, 8	Class 7	Class 4	Old OPI Endorsement Codes	Levels: E = Elementary K-8 S = Secondary 5-12 A = All Grades PK (K)-12
00	Elementary					
	Elementary K-8	00E ELE			00	
	PSC Early Childhood	00E ECE			00A	
	PSC Gifted and Talented	00E GNT			00B	
	Secondary and K-12					
01	English, Language and Literature					
	English	01S ENG			20	
	Journalism	01S JOU			23	
	Speech Communications	01S SPE			21, 25	
02	Mathematics					
	Mathematics	02S MAT			40	
03	Life and Physical Sciences					
	Biology	03S BIO			55, 52	
	Physics	03S PHY			53, 53 1	
	Physical Science	03S PYS			51	
	Chemistry	03S CHE			54	
	Earth Science	03S EAR			56, 50 1	
	Science (Broadfield)	03S BF			50, 50 1	
	Geology	03S GEO			67 06	
	Environmental Education	03S ENV			67 04	
04	Social Sciences and History					
	History	04S HIS			11, 17	
	Economics	04S ECO			12, 16	
	Sociology	04S SOC			13, 16	
	Geography	04S GEO			14	



Licensure Endorsement Codes

NCES Subject Area Code	NCES Subject Area Description	New OPI Endorsement Code Classes 1, 2, 3, 5 6, 8	Class 7	Class 4	Old OPI Endorsement Codes	Levels: E = Elementary K-8 S = Secondary 5-12 A = All Grades PK (K)-12
	Political Science	04S POL			15, 17	
	Social Studies (Broadfield)	04S BF			10	
	Psychology	04S PSY			96	
	Anthropology	04S ANT			67 07	
	Native American Studies	04S NAS			67 05	
	Native American Studies	04A NAS			67 05	
	Native American Studies	04E NAS			67 05	
	Humanities	04S HUM			67 01	
05	Fine and Performing Arts					
	Art K-8	05E ART			84	For any K-12 endorsement Licensure will review the existing "level" at renewal and assign the appropriate new endorsement code.
	Art 5-12	05S ART			84	
	Art K-12	05A ART			83	
	Music K-8	05E MUS			82	
	Music 5-12	05S MUS			82	
	Music K-12	05A MUS			81	
	Drama	05S DRA			22, 25	
06	Foreign (World) Language and Literature					
	French K-8	06E FRE			31	
	French 5-12	06S FRE			31	
	French K-12	06A FRE			43	
	Spanish K-8	06E SPA			32	
	Spanish 5-12	06S SPA			32	
	Spanish K-12	06A SPA			44	
	German K-8	06E GER			33	
	German 5-12	06S GER			33	



Licensure Endorsement Codes

NCES Subject Area Code	NCES Subject Area Description	New OPI Endorsement Code Classes 1, 2, 3, 5 6, 8	Class 7	Class 4	Old OPI Endorsement Codes	Levels: E = Elementary K-8 S = Secondary 5-12 A = All Grades PK (K)-12
	German K-12	06A GER			45	
	Russian K-8	06E RUS			34	
	Russian 5-12	06S RUS			34	
	Russian K-12	06A RUS			46	
	Latin K-8	06E LAT			35	
	Latin 5-12	06S LAT			35	
	Latin K-12	06A LAT			47	
	Mandarin Chinese K-8	06E CHI				
	Mandarin Chinese 5-12	06S CHI				
	Mandarin Chinese K-12	06A CHI			48	
	Arabic K-8	06E ARA				
	Arabic 5-12	06S ARA				
	Arabic K-12	06A ARA			48 1	
	Italian K-8	06E ITA			35 1	
	Italian 5-12	06S ITA			35 1	
	Italian K-12	06A ITA			49	
	Irish K-8	06E IRI				
	Irish 5-12	06S IRI				
	Irish K-12	06A IRI				
	Japanese K-8	06E JAP				
	Japanese 5-12	06S JAP				
	Japanese K-12	06A JAP			48 2	
	English as a second language K-8	06E ESL			42 1	
	English as a second language 5-12	06S ESL			42 1	
	English as a second language K-12	06A ESL			42	



Licensure Endorsement Codes

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06Z	For Class 7 Licenses					
	Assiniboine		06Z ASS		38 11, 38 62	
	Sioux		06Z SIO		38 12	
	Dakota		06Z DAK		38 13	
	Blackfeet		06Z BLA		38 21	
	Chippewa		06Z CHI		38 31	
	Cree		06Z CRE		38 32	
	Salish		06Z SAL		38 41	
	Kootenai		06Z KOO		38 42	
	Crow		06Z CRO		38 51	
	Gros Ventre		06Z GV		38 61	
	Little Shell		06Z LS		38 71	
	Cheyenne		06Z CHE		38 81	
07	Religious Education and Theology					Not offered in MT
08	Physical, Health, Safety Education					
	Health Enhancement K-8	08E HE			92	
	Health Enhancement 5-12	08S HE			92	
	Health Enhancement K-12	08A HE			91	
	Health K-8	08E HEA			93	
	Health 5-12	08S HEA			93	
	Health K-12	08A HEA			93	
	P.E. K-8	08E PE			67 09	
	P.E. 5-12	08S PE			67 09	
	P.E K-12	08A PE			67 09	
09	Military Science					



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	ROTC			09S ROTC	65 57	
10	Computer and Information Sciences					
	Computer and Information Science	10S CIS			41	
11	Communications and Audio/Visual Technology					
	Videography			11S VID	66 203, 65 66	
	Theater Arts			11S THA	66 202, 65 65	
	Broadcasting			11S BRO	65 67	
	Graphic Arts			11S GRA	65 52, 66 201	
	Photography			11S PHO	65 53	
	Visual Communications			11S VIS	65 68	
12	Business Education					
	Computer and Information Sciences 5-12	12S CS			72	
	Business Economics 5-12	12S ECON			72	
	Marketing Education 5-12	12S MAR			72, 64	
	Business Education (Broadfield) 5-12	12S BUS			72	
	Computer Information Systems			12S CIS	65 49, 65 510, 66 301	
	Office Occupations			12S OFF	65 51	
13	Manufacturing					
	Industrial Arts (62)	13S IA			62, 67 08	
	Industrial Technology Education (68)	13S ITE			68	
	Industrial Mechanics (66)	13S IM			65 05, 66 510	
	Machining			13S MCH	65 58, 65 581, 66 511	
	Metals			13S MET	65 40, 65 41, 66 512	
	Welding			13S WLD	65 02, 65 021, 66 514	



Licensure Endorsement Codes

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14	Health Care Sciences				65 54	
	Health Professions -Therapeutics			14S HPT	66 402	
	Health Professions -Diagnostics			14S HPD	66 403	
	Health Professions - Support Services			14S HPS	66 404	
	Health Professions - Informatics			14S HPI	66 405	
	Health Professions - Biotechnology			14S HPB	66 406	
15	Public, Protective, and Government Service					Not offered in MT
16	Hospitality and Tourism					Courses covered under FCS and Business
17	Architecture and Construction					
	Electronics			17S ELC	65 10, 65 101, 66 508	
	Building Maintenance			17S BM	65 202, 65 203, 66 504	
	Building Trades			17S BT	65 20, 66 505	
	Drafting			17S DRF	65 50, 65 56, 66 507	
	Carpentry			17S CAR	65 21	
	Masonry			17S MAS	65 201	
	Construction Engineering			17S CON	65 55	
	Cabinet Making			17S CAB	65 61	
	Woodworking			17S WOO	65 62	
	Residential and Commercial Painting			17S PAI	65 63	
18	Agriculture, Food and Natural Resources					
	Agriculture Education	18S AG			61	
	Agriculture Business			18S AB	65 13, 66 101	
	Agriculture Mechanics			18S AM	65 12, 66 102	



Licensure Endorsement Codes

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	Livestock Production			18S LP	65 14, 66 104	
	Plant Science			18S PS	65 15, 66 105	
	Horticulture			18S AH	65 11, 66 103	
	Forestry			18S FO	66 106	
	Natural Resources			18S NR	65 111	
19	Human Services					Courses covered under FCS
20	Transportation					
	Auto Body			20S ATB	65 04, 66 501	
	Automotive Technology			20S ATT	65 01, 65 03, 65 07, 66 502, 67 01, 67 11	
	Aviation			20S AV	65 531, 66 503	
	Diesel Mechanics			20S DM	65 59, 66 506	
	Heavy Equipment Operator			20S HEO	65 08, 65 09, 65 091, 66 509	
	Heavy Equipment Mechanic			20S HEM	65 64	
	Small Engines			20S SE	65 06, 66 513	
	Hydraulics			20S HYD	65 60, 66 515	
21	Engineering and Technology					Covered under Manufacturing
22	Miscellaneous					Covered under FCS and Business
23	Family and Consumer Sciences					
	Family and Consumer Sciences	23S FCS			63	
	Culinary Arts			23S CA	65 30, 65 31, 66 302	
30	School Administrators					
	Principals K-8	30E PRI			01	
	Principals 5-12	30S PRI			02, 08	



Licensure Endorsement Codes

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	Principals K-12	30A PRI			015	
	Superintendent K-12	30A SUP			03	
31	Support Services					
	School Psych	31A PSY			09	
	School Counselor 6	31A CO6			94, 97, 97 1	
	School Counselor 1	31A CO1			94, 97, 97 2	
	PSC Mentoring	31A MEN				
	Traffic Education	31A TRE			99, 67 09	
	PSC Technology in Education	31A TNE			00C	
	Library K-8	31E LIB			24	
	Library 5-12	31S LIB			24	
	Library K-12	31A LIB			26	
	Reading K-8	31E REA			27 1	
	Reading 5-12	31S REA			27 1	
	Reading K-12	31A REA			27	
32	Special Education					
	Special Education K-8	32E SPE			95	
	Special Education 5-12	32S SPE			95	
	Special Education PK-12	32A SPE			98	
33	Dual Credit 5-12					
	Dual Credit Anthropology	33S DCANT			86 1	Added by Licensure as CSPAC approves highly specialized college faculty in areas not otherwise offered.
	Dual Credit Interpersonal Communications	33S DCINT			86 2	
	Dual Credit Medical Ethics	33S DCMED			86 3	
	Dual Credit Business Communications	33S DCBUS			86 4	



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	Dual Credit Human Services	33S DCHUM			86 5	
	Dual Credit Accounting	33S DCACC			86 6	



Assignment of District Superintendents

10.55.704 Assignment of District Superintendents

System FTE Licensed Staff	Required Superintendent FTE
14 or fewer	May use a supervising teacher and the services of the county superintendent to satisfy administrator requirements.
15-17	Part-time, at a minimum of .10 FTE superintendent. One individual may serve as both superintendent and principal.
18-30	.5 FTE. One individual may serve as both superintendent and principal.
31 or more	1.0 FTE

10.55.705 Assignment of School Administrators/Principals

School systems with nine or fewer FTE licensed staff and without a licensed superintendent may use a supervising teacher and the services of the county superintendent to satisfy principal requirements.

Student Enrollment	Required Principal FTE
125-174	.25 FTE
175-249	.50 FTE
250-549	1.0 FTE
550-1049	2.0 FTE
1050-1549	3.0 FTE
1550-2049	4.0 FTE
2050 or more	5.0 FTE



The Office of Public Instruction (OPI) Accreditation Division works with schools and districts to resolve deviation issues without further actions by the Board of Public Education (BPE). Schools that have serious and/or continuing deviations are in Deficiency status and are expected to develop and implement a corrective plan to remedy the deviations which resulted in the Deficiency status. Schools failing to implement the corrective plan are placed in Intensive Assistance. This process represents the final effort to resolve the school's significant accreditation issues. The school's lack of response to Intensive Assistance can result in a recommendation from the Superintendent of Public Instruction to the BPE to move the school to Non-Accreditation status. Section 20-9-344, MCA, gives the BPE the authority to withhold distribution of state equalization aid when the district fails to submit required reports or maintain accredited status. Administrative Rules of Montana 10.67.102 and 10.67.103 establish the procedures and hearing schedules as adopted by the BPE.



The Office of Public Instruction is committed to equal employment opportunity and nondiscrimintory access to all our programs and services, and will take necessary and appropriate steps to insure that the workplace and OPI programs and services are free of discrimination and sexual harassment.

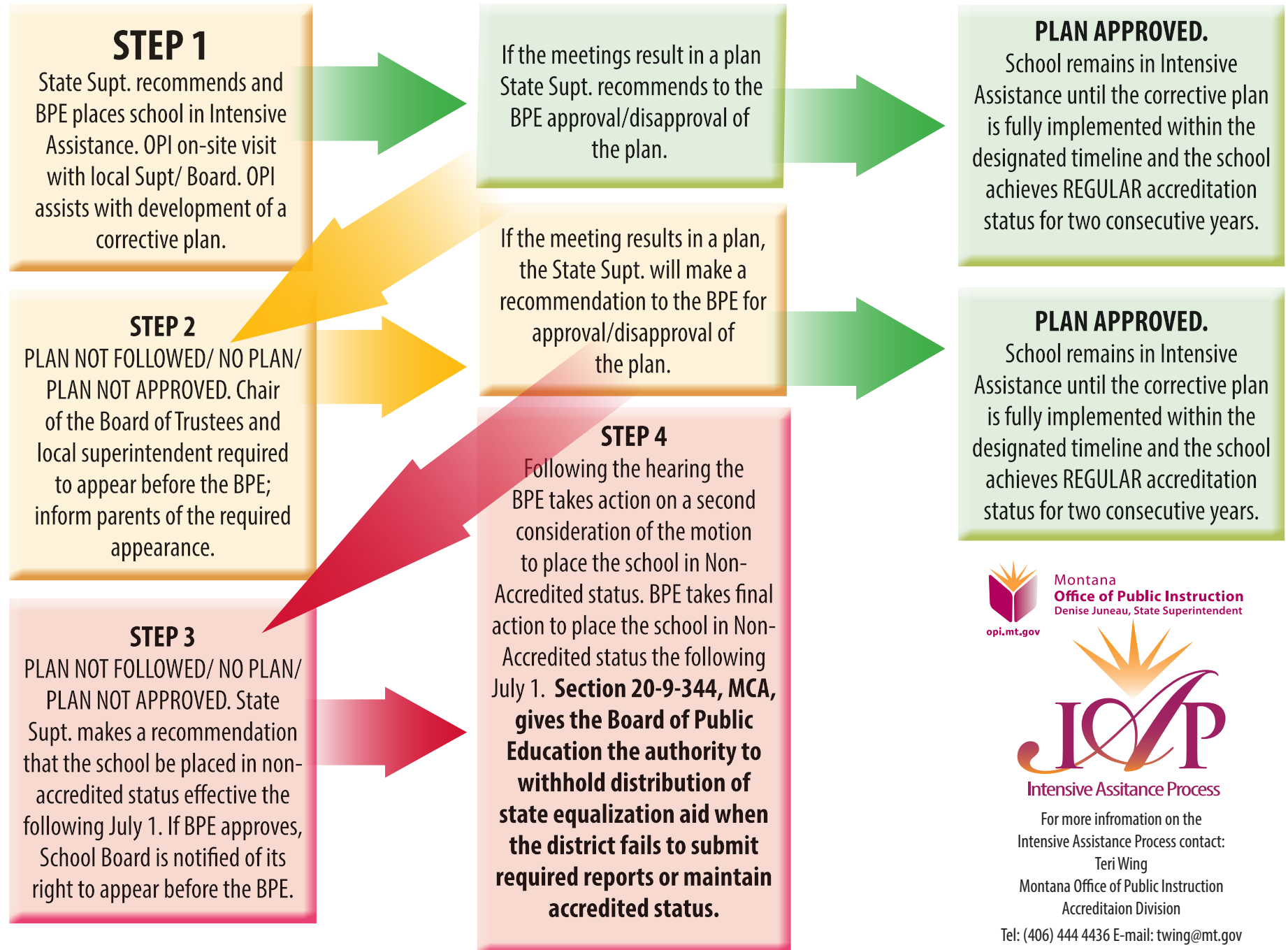


**Intensive
Assistance
Process**



**Montana
Office of Public Instruction**
Denise Juneau, State Superintendent

Intensive Assistance Process



Montana
Office of Public Instruction
Denise Juneau, State Superintendent



Intensive Assistance Process

For more information on the
Intensive Assistance Process contact:

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Intensive Assistance Process

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STEP 1

The Superintendent of Public Instruction recommends and BPE places school(s) in Intensive Assistance. OPI staff conducts an on-site visit with the local Superintendent and Board Chair. OPI assists with development of a corrective plan. If the meeting results in a corrective plan, the Superintendent of Public Instruction recommends that the BPE approve or disapprove the plan.

- If the plan is approved the school remains in Intensive Assistance until the corrective plan is fully implemented within the designated timeline.
- If there is no plan, or the plan is not approved by the BPE, the Chair of the Board of Trustees and local superintendents are required to appear before the BPE. In addition, the local superintendent is required to inform district parents of the required appearance. The BPE moves the school(s) to STEP 2 of the Intensive Assistance Process.

STEP 2

If meeting with the BPE results in a plan, the State Superintendent will make a recommendation to the BPE to approve or disapprove the plan. If no plan results from the meeting, or the plan is not approved, the BPE will consider placement of the school in Non-Accreditation status. The school will be moved to STEP 3 of the Intensive Assistance Process.

STEP 3

The Superintendent of Public Instruction makes the first motion to the BPE to place the school in Non-Accreditation status effective the following July 1. If the BPE approves the motion, the School Board is notified of its right to appear at a hearing before the BPE.

STEP 4

Following the hearing the BPE takes action on a second consideration of the motion to place the school in Non-Accredited status. BPE takes final action to place the school in Non-Accredited status the following July 1. Section 20-9-344, MCA, gives the BPE the authority to withhold distribution of state equalization aid when the district fails to submit required reports or maintain accredited status.

Variances to Standards

10.55.604 VARIANCES TO STANDARDS

(1) A local board of trustees may apply to the Board of Public Education through the Superintendent of Public Instruction to implement a variance to a standard or a section of standards, excluding standards stating statutory criteria, standards pertaining to educator licensure or endorsement, and content standards as defined by the Board of Public Education and provided in guidance from the Superintendent of Public Instruction.

(a) In its application, the local board of trustees shall outline how and why its proposed variance would be workable, educationally sound, and designed to meet or exceed results under established standards and, where applicable, aligned with program standards under ARM 10.55.1101 through 10.55.1901.

(b) In its application, the school district shall provide evidence through official minutes of the board of trustees that local school community stakeholders were involved in the consideration and development of the proposed variance to standards. Stakeholder groups include trustees, administrators, teachers, classified school staff, parents, community members, and students as applicable. A district shall provide evidence it adopted its application for variance at an official, properly noticed meeting of its board of trustees.

The application for a Variance to Standard and information on the application process can be found at http://opi.mt.gov/Programs/Acc_red/index.php#gpm1_3